

# BROOKINGS COUNTY COMMISSION MEETING

Tuesday, January 11, 2005

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 11, 2005, with the following members present: Dennis Falken, Mary Negstad, Donald Larson, Deanna Santema, and Emil Klavetter. Also present: Stephanie Vogel, Wm. Mark Kratochvil, Kelly Bakken, Vicki Buseth, Robert Hill, Ted Eggebraaten, Martin Stanwick, Brian Eclov, and Jill Fier.

## CALL TO ORDER

Chairperson Falken called the meeting to order.

## CONSENT AGENDA

Chairperson Falken declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the January 11, 2005 Commission Meeting, and the minutes from the January 4, 2005 Commission Meeting. Welfare Matters: Case # 05-001 for medication was approved; Case # 05-002 for utilities was approved; Case # 05-003 for rent and utilities was approved; Case 04-061 for hospital was denied; Case # 04-147 for hospital was denied; Case # 04-017 for hospital was denied. Travel/Education: Martin Stanwick and Steve Tietjen to go to Willmar, MN to attend the Open House and Tour of the new County Jail. Joyce Dragseth to go to Hartford, SD on January 19, 2005 to attend the SDAAO District 5 Quarterly Meeting. Robert Hill to go to Pierre, SD on January 12-13, 2005 to attend the South Dakota Planners Association Legislature Day.

## ROUTINE BUSINESS

Motion by Klavetter, seconded by Negstad, to approve the following claims. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes. Ace Hardware, buckle \$5.37; Brian's Tint Plus, tint window \$40.30; Bkgs City, utilities/landfill \$8,994.23; Bkgs Co Treasurer, delinq/advance taxes \$50,131.63; Bkgs Register, publications/ads \$1,138.00; Bkgs Engraving, plaques \$104.00; Bkgs Police Dept, animal control \$2,500.00; Butler Machinery, compactor/parts \$60,824.64; Calhoon & Kratochvil, telephone \$49.24; Karan Calhoon, clock \$47.13; Cellular One, telephone \$648.24; Central Business, supplies/maintenance/office furniture \$3,594.23; Chemco, janitorial supplies \$198.60; Chief Supply, film \$183.99; Chris Meyer Const, remodel project \$1,500.00; Clite's Electric, relocate outlets \$79.33; Custom Rugs, move furniture \$250.00; Dell marketing, monitor/replicator \$495.15; Dept of Trans, contracts \$80,133.55; Donna Dietrich, MI hearing \$120.07; Ted Eggebratten, photo finishing \$9.15; Einspahr Auto, repair \$718.58; Marv Ekeren, MI hearing \$15.00; Electronic Security, cameras \$12,105.93; City of Elkton, siren/road work \$8,437.88; LG Everist, ballast/rip-rap \$12,384.84; Falcon Assoc, advertise position \$45.00; Foerster Wholesale, office supplies \$438.80; G&K Services, laundry service \$284.82; Harold's Photo, photo finishing \$78.90; Patricia Hartsel, transcript \$78.20; Gary Heldt, re-certifications \$180.00; Hillyard Inc, inmate supplies \$134.19; Homestead Do-It Center, carpet installation/supplies \$530.37; David Hosmer, MI hearing \$117.20; Huron Culvert & Tank, culvert \$3,185.00; Hy-Vee,

inmate meals/supplies \$9,367.16; Index Stationers, supplies \$157.43; Insty-Prints, lamination/forms \$107.53; Integrated Business Solutions, technology service \$1,890.00; ITC, database/telephone installation \$3,301.54; J&H Excavating, replace culvert \$1,225.00; Janitor's Closet, supplies \$554.22; Emil Klavetter, mileage \$26.56; Kohls-Weelborg Ford, freightliner \$6,500.00; Nelva Kooistra, MI hearing \$15.00; L&L Parts, parts/battery \$362.25; Lyle's Signs, signs \$2,391.85; ME McCann, CAA \$4,083.44; MCI, telephone \$296.60; M&T Medical, service/fire-fighter equipment \$8,210.00; Martin's Oil, oil/gas/parts \$362.85; Mastercard, furniture/registration \$484.52; Mediacom, internet \$55.95; Meteorlogix, contract \$1,176.00; Mid-America Research, supplies \$80.76; Minnehaha Co Auditor, MI hearing \$112.50; Minnehaha Co Treas, MV notices \$78.05; Mary Negstad, mileage \$28.80; Nancy Nelson, CAA \$75.60; Norm's Greenhouse, flowers \$328.50; Jody Odegaard-Smith, CAA \$439.20; Office Systems, supplies/maintenance \$1,012.74; Pro-Action, uniforms \$406.92; Qualified Presort, tax notices \$1,386.06; RFD News, publications \$745.48; Radio Shack, part \$4.99; Travis Reith, judge/mileage \$104.40; Rental Depot, tool rental \$130.90; SD Dept of Rev, admin fees \$186.58; Reynold's Printing, office supplies \$103.50; Rick Ribstein, CAA \$317.08; Running's Big R, supplies \$94.59; Deanna Santema, mileage/telephone \$300.00; SDSU Workstudy, workstudy \$22.96; Service Electric, parts/labor \$457.16; Shephardson's Hardware Hank, supplies \$90.26; Sinai Coop EI, diesel fuel \$821.60; Sioux Equipment, repair \$206.25; Sioux Falls Two Way Radio, speaker \$48.75; Sioux Valley Wireless, utilities \$34.95; Smith Hardware, supplies \$167.78; Software Services, computer assistance \$828.75; Sprint, telephone \$38.18; State of SD, access fees \$50.62; Rose Stee, mileage/supplies \$155.52; Sturdevant's Auto, parts/filters \$161.88; Laurie Tangen, dues/mileage \$137.44; Team Laboratory Chemical, supplies \$195.74; Michael Thompson, CAA \$1,023.02; Jerry Tolsma, judge/mileage \$163.40; Lionel Torgrude, meals/mileage \$412.80; Turning Point, foster care \$1,260.00; US Postal Service, postage \$300.00; VandenBerg Law, CAA \$810.00; Verizon, telephone \$196.46; Barry Vlasman, CAA \$1,034.64; Wagner Real Estate, inspection fees \$200.00; Wal-Mart, supplies \$716.54; West Group, law books \$974.50; City of White, utilities \$60.56; Terry Wieczorek, CAA \$245.08; Willmott Gravel, blacktop \$40.00; Xerox, maintenance \$111.46.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report.

Be it noted, the Highway transfers for the month of December 2004, \$4,994.19 was transferred for expenditures to increase the Highway budget due to work performed and supplies furnished for various non-highway departments.

### **REGULAR BUSINESS**

Treasurer, Vicki Buseth met with the board to discuss and distribute Resolution # 05-04. A Resolution authorizing the Brookings County Treasurer to place Mobile Home taxes on an uncollectible list.

Motion by Santema, seconded by Larson, to approve and authorize Chairperson Falken to sign Resolution # 05-04. A Resolution authorizing the Brookings County Treasurer to place Mobile Home taxes on an uncollectible list. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Larson "Aye," Falken "Aye." Motion passes.

## **BROOKINGS COUNTY RESOLUTION NO. 05-04**

WHEREAS, South Dakota Codified Law (SDCL) 10-22-30 requires the County Treasurer to present a list of all distress warrants returned by the Sheriff uncollectible to the Board of County Commissioners. The board has examined such returns and, is satisfied with reports from Sheriff's and Treasurer that the taxes described in any such warrant cannot be collected.

NOW THEREFORE, BE IT RESOLVED by the Brookings County Commissioners, at a regular meeting January 11, 2005 direct the County Treasurer to place these mobile home taxes on an uncollectible list and no distress warrant shall therefore be issued until it is determined either by the Board of County Commissioners or the County Treasurer that such taxes have become or may have become collectable. There will be a complete listing of these uncollectible mobile home taxes on file in the Brookings County Treasurers office.

Adopted this 11<sup>th</sup> day of January 2005

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Dennis Falken  
Chairperson, Brookings County  
Board of County Commissioners

Attest:

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Janet K. Willmott  
Brookings County Auditor

Motion by Klavetter, seconded by Negstad, to authorize the Brookings County Treasurer to initiate the Distress Warrant Procedures for the Mobile Home Uncollectible Tax list. Roll Call Vote: Santema "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye." Motion passes.

Commission Assistant/Human Resource Director, Stephanie Vogel met with the board to discuss the 2005 Board Appointments.

Chairperson Falken brought back to the table the following motion from January 4, 2005.

Motion by Larson, seconded by Klavetter, to indorse a policy of not designating a Commissioner appointment to the specific individual Brookings County Departments. Roll Call Vote: Klavetter "Nye," Larson "Aye," Negstad "Nye," Santema "Nye," Falken "Nye." Motion fails.

Be it noted, the board approved the following list for the 2005 Board Assignments.

## 2005 Board Appointments

<u>Negstad</u>	Brookings Area Transit Authority
<u>Larson</u>	Brookings County Regional Railroad Authority
<u>Falken</u>	Brookings County Regional Railroad Authority
<u>Klavetter</u>	Brookings Economic development Corporation (BEDC)
<u>Klavetter</u>	Brookings Solid Waste Committee
<u>Falken</u>	Contract Law Enforcement
<u>Holm</u>	County Coroner
<u>Haro</u>	Deputy County Coroner
<u>Negstad</u>	Domestic Abuse Shelter-Ex-Officio
<u>Klavetter</u>	Extension Board Member
<u>Santema</u>	East Central Mental Health and Chemical Dependency Board
<u>Falken</u>	East Central Regional Communications Council-Chair
<u>Negstad</u>	East Central Regional Communication Council-Board Member
<u>Klavetter</u>	First District Association of Local Governments
<u>Larson</u>	Governmental Affairs Committee
<u>Falken</u>	Housing & Redevelopment Commission - Ex-Officio
<u>Falken</u>	Housing & Redevelopment Commission - Family Self Sufficiency
<u>Negstad</u>	InterLakes Community Action- Governing Board (ICAP)
<u>Falken</u>	Local Emergency Planning Committee (LEPC)
<u>Santema</u>	Event Center Board of Directors- Ex-Officio
<u>Klavetter</u>	Planning/Zoning Board Member
<u>Falken</u>	Weed & Pest Board Member
<u>Santema</u>	Youth & Family Services-Advisory Board for JDC
<u>Larson</u>	Auditor
<u>Negstad</u>	Community Health, WIC
<u>Falken</u>	Emergency Management
<u>Negstad</u>	Equalization
<u>Klavetter</u>	Extension
<u>Santema, Falken</u>	Highway
<u>Negstad</u>	Register of Deeds
<u>Santema, Falken</u>	Sheriff, Detention Center, Contract Law
<u>Falken</u>	States Attorney
<u>Larson</u>	Treasurer
<u>Falken</u>	Veteran's Service/Welfare
<u>Falken</u>	Weed
<u>Klavetter</u>	Zoning/Drainage

Motion by Santema, seconded by Klavetter, to authorize \$325.00 to the sponsorship of the Leadership Brookings Program. Be it noted, the funds will come from the Commissioner's Public Relations line # 10100X4231111. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

Commission Assistant/Human Resource Director, Stephanie Vogel met with the board to discuss Personnel Matters, the NACo Prescription Drug Card Program, Volunteer Board Appointments, and Department of Public Safety Correspondence, and Invitations. Be it noted, the Board approved the Personnel Action Notices: Annual Performance Reviews for Brad Barron and Sylvester Billet. New Hire: GIS Coordinator, Jim Hagedorn.

Be it noted, the board released the NACo Discount Prescription Drug Card Program Information and the Brookings County Prescription Discount Cards.

### **COMMISSIONER'S OPEN DISCUSSION**

Commissioner Larson reported on the Volga Fireman's Appreciation Feed, the Government Affairs Committee Meeting, the Zoning Board Meeting, and an upcoming NACo Conference Call.

Commissioner Negstad reported on the Zoning Board Meeting, BATA Board Meeting, County Christmas Gathering, and the Volga Fireman's Appreciation Feed.

Commissioner Klavetter reported on the Planning & Zoning Board Meeting and the Economic Development Meeting with Stephanie Herseth.

Commissioner Santema reported the Human Resources and Technology Assistant Interviews, the Zoning Board Meeting, the County Christmas Gathering, and the Volga Fireman's Appreciation Feed.

Commissioner Falken reported on the Public Hearing on Wind Energy, the Economic Development Meeting with Stephanie Herseth, the County Christmas Gathering, and the Volga Fireman's Appreciation Feed.

### **EXECUTIVE SESSION**

Motion by Larson, seconded by Klavetter, to go into executive session at 9:48am. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Larson "Aye," Falken "Aye." Motion passes. Chairperson Falken declared executive session over at 11:30am. Reason - Contractual, Legal, and Personnel Matters. No action at this time.

### **ADJOURNMENT**

Chairperson Falken declared the meeting adjourned until 8:30am Tuesday, January 18, 2005.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office